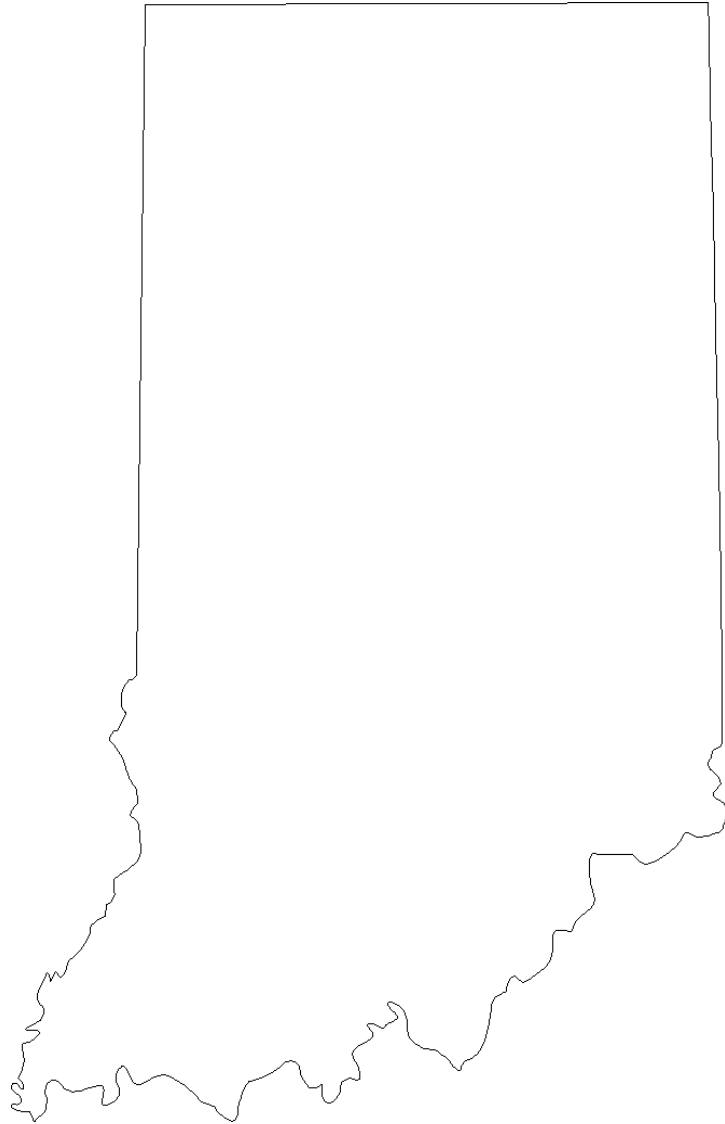


# The Indiana Guide to State Agencies



Distributed by

**Terry Goodin**

Indiana State Representative

Written and compiled by the  
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Democratic Publications Office  
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1-800-382-9842

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## **Indiana State Department of Health**

The Department of Health investigates health and safety concerns on behalf of all Hoosiers. This department issues health advisories if a flu or measles outbreak occurs or if a strain of e-coli is found in Indiana. It holds the records for immunizations and diseases in the state along with marriage, birth and death certificates.

*For further information, contact:*

2 N. Meridian St.

Indianapolis, IN

46204

(317) 233-1325

<http://www.ai.org/doh>

**Immunization is the most powerful  
and cost-effective way to prevent  
infectious diseases in our children.**

## **The Department of Administration**

Indiana businesses must register and abide by the guidelines set by the state's Department of Administration if they intend to provide goods or services to the state government. Any questions concerning business guidelines can be directed to the Department of Administration. This department also schedules state facilities for public use for events such as a wedding in the Statehouse Rotunda or a meeting in a Senate conference room.

*For further information, contact:*

402 W. Washington St, Rm. W468

Indianapolis, IN 46204

Department office: (317) 232-3053

Conference Center: (317) 233-3116

<http://www.ai.org/idoa>

## **Indiana Department of Natural Resources (DNR)**

The DNR works to protect Indiana's environment while still allowing Hoosiers to enjoy the outdoors. Protection and recreation are balanced with the historical preservation of many sites. The Department of Natural Resources also determines the dates of hunting seasons and sets the hunting quotas each year.

*For further information, contact:*

IGC South, Rm. W256  
302 W. Washington St.  
Indianapolis, IN 46204  
(317) 232-4020  
<http://www.ai.org/dnr>

### **The divisions of the Department of Natural Resources:**

- **Fish & Wildlife**
- **Historic Preservation  
& Archaeology**
- **Law Enforcement**
- **Oil & Gas**
- **Outdoor Recreation**
- **Nature Preserves**



- **Public Info. & Education**
- **Soil Conservation**
- **State Museums  
& Historic Sites**
- **State Parks & Reservoirs**
- **Water**

## **State Emergency Management Agency (SEMA)**

SEMA prepares the citizens of Indiana with the knowledge and expertise needed to handle a disaster before one should occur. When a disaster such as a tornado or flood strikes, SEMA responds and assists with recovery efforts. SEMA seeks to lessen the effects of a disaster for Hoosiers by taking the necessary steps before and after a disaster occurs.

*For further information, contact:*

IGC South, Rm. E208  
302 W. Washington St.  
Indianapolis, IN 46204  
(317) 232-3895  
<http://www.ai.org/sema>

## **Indiana State Museum and Historic Sites**

The State Museum collects and preserves the history of the State of Indiana for past, present, and future generations. Most historical sites are open to the public from mid-March to mid-December except on Thanksgiving and Easter. The State Museum is open all year with the exception of a few holidays. Admission is free and school groups are welcome with required chaperones. The Indiana State Museum and Historic Sites is a division of the Department of Natural Resources.

*For further information, contact:*

202 N. Alabama St.  
Indianapolis, IN 46204  
(317) 232-1637  
E-mail: [crawfdjr@indy.net](mailto:crawfdjr@indy.net)  
<http://www.ai.org/ism>

### **Indiana Historical Sites**

Angel Mounds -- Evansville  
Corydon Capitol -- Corydon  
Culbertson Mansion -- New Albany  
Grissom Air Museum -- Peru  
Colonel William Jones House --  
Gentryville  
Lanier Mansion -- Madison  
Levi Coffin House -- Fountain City  
Limberlost -- Geneva  
Mansfield Mill -- Mansfield

New Harmony -- New Harmony  
Pigeon Roost -- Seymour  
Ernie Pyle House -- Dana  
Gene Stratton-Porter House --  
Rome City  
T.C. Steele - "The House of the  
Singing Winds" -- Nashville  
Vincennes Territorial Capitol --  
Vincennes  
Whitewater Canal -- Metamora

## **The Indiana State Library**

The Indiana State Library is responsible for developing and providing library services to state government as well as the general public. The State Library seeks to strengthen both public and private school library systems.

*For further information, contact:*

140 N. Senate Ave  
Indianapolis, IN 46204  
(317) 232-3675  
<http://www.state.lid.in.us>

## Indiana National Guard

The Indiana National Guard is part of the nation's military force. The National Guard is responsible for emergency response and community support missions. The Indiana National Guard is staffed by a coalition of citizens always on call for the state.

*For further information, contact:*

2002 S. Holt Rd.  
Indianapolis, IN 46241  
(317) 635-6424  
<http://www.ai.org/guard>

### **Citizens in the Indiana National Guard receive:**

- Money for college
  - Bonuses for medical professionals
  - Reenlistment/extension bonuses
- for serving...**
- One weekend a month and
  - 2 weeks a year

## Indiana Arts Commission

Indiana orchestras, dance companies, theaters, museums, art galleries, local art agencies and organizations as well as individual artists receive financial and administrative assistance from this commission. The Indiana Arts Commission, with public and private dollars, supports the cultural expressions of various Hoosiers. The Indiana Arts Commission also strives to increase awareness of the value of the arts in learning.

*For further information, contact:*

IGC South, Rm. W072  
302 W. Washington St.  
Indianapolis, IN 46204  
(317) 232-1268  
<http://www.ai.org/iac>



# Indiana Department of Education

The Department of Education is responsible for the quality of public education in Indiana. The Superintendent of Public Instruction is the chief executive of the department and is elected by Indiana voters every four years. Special programs such as alternative, vocational, and adult education are administered through the Department of Education. Recently this department has been working to connect all Indiana schools to the Internet. The department is also instituting the mandatory high school graduation exam, the ISTEP+. There are nine Education Service Centers in the state which can be contacted directly for help with many educational matters.



*For further information, contact:*

Statehouse, Room 229  
200 W. Washington Ave.  
Indianapolis, IN 46204-2798  
(317) 232-6611  
<http://www.doe.state.in.us>

## Education Service Centers

<b>Region 1</b> - Southern Indiana Education Center (800) 264-6641 or (812) 482-6641	Linda Lindauer, Director
<b>Region 2</b> - The William E. Wilson Education Center (800) 326-5467 or (812) 256-8000	Larry Risk, Director
<b>Region 3</b> - West Central Education Center (765) 653-2727	David Archer, Director
<b>Region 4</b> - East Central Education Center (800) 669-3010 or (765) 825-1247	Donald Smith, Director
<b>Region 5</b> - Wabash Valley Education Center (765) 463-1589	Gorman Pierce, Director
<b>Region 6</b> - Northwest Indiana Education Center (219) 922-0900	Dr. John Soudah, Director
<b>Region 7</b> - Northern Indiana Education Center (800) 325-5642 or (219) 254-0111	Dr. Dan Bates, Director
<b>Region 8</b> - Region 8 Education Service Center (800) 669-4565 or (219) 758-3141	Dave Weber, Director
<b>Region 9</b> - Central Indiana Education Service Center (317) 387-7100	Tom Pagan, Director

## **Worker's Compensation Board of Indiana**

The Worker's Compensation Board provides assistance to employers and employees when a work-related accident or illness occurs. Workers in Indiana are protected by the Indiana Worker's Compensation and Occupational Diseases Acts. Contact the board to receive a general handbook on worker's compensation or have any specific questions concerning worker's compensation. A worker's compensation case may be reopened within certain time limitations.



## **Indiana Small Business Development Corp. (ISBD)**

The ISBD assists in the development of small businesses. It refers small businesses to loan programs that help through the start-up period. The ISBD also has a division, the Government Marketing Assistance Group, which assists small businesses in learning the process of receiving government contracts on the local, county and state level.

*For further information, contact:*

Rm. W196  
402 W. Washington Ave.  
Indianapolis, IN 46204  
<http://www.ai.org/wkcomp>

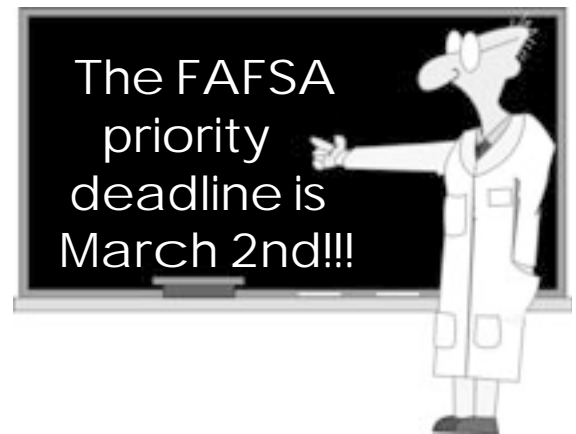
**Indiana Worker's  
Compensation  
Hotline  
1-800-824-COMP**

*For further information, contact:*

One North Capitol  
Indianapolis, IN 46204  
1-888-ISBD-244  
E-mail:[comments@isbdcorp.org](mailto:comments@isbdcorp.org)  
<http://www.isbdcorp.org>

## **State Student Assistance Commission of Indiana (SSACI)**

The State Student Assistance Commission of Indiana helps Indiana students locate financial aid. It answers questions from students and their families and offers assistance in completing the Free Application for Federal Student Aid (FAFSA), a document required for receiving any type of government aid. Information is also available on all Indiana colleges and all other types of financial aid, such as scholarships and special programs.



*For further information, contact:*

150 W. Market St.  
Indianapolis, IN 46204  
1-888-528-4719  
<http://www.ai.org/ssaci>

## **Indiana Election Division**

The Indiana Election Division provides election information to election officials and concerned citizens. They provide information on all types of elections along with the requirements for political literature disclaimers. They also offer guidance on ballot questions such as referendums, recalls and initiatives. The Indiana Election Division is part of the Secretary of State's office.

*For further information, contact:*

302 W. Washington St. Rm. E204  
Indianapolis, IN 46204  
(317) 232-3942  
<http://www.ai.org/iec>

## Department of Labor

The Department of Labor enforces the labor laws which protect Indiana workers. The Department of Labor also investigates claims and collects and compiles information on occupational injury and illness.



### Indiana employers are responsible for the following provisions:

- ◆ Child Labor Law
- ◆ Job rights for minors (under 18)
- ◆ Occupational Health and Safety Act
- ◆ Minimum Wage Law
- ◆ Common Construction Law

*For further information, contact:*

Rm. W195  
402 W. Washington St.  
Indianapolis, IN 46204  
(317) 232-2655  
<http://www.ai.org/labor>

## The State Information Center

The State Information Center is the central point of contact and a useful starting point for businesses and the general public-- anyone needing answers to questions relating to state government. The goal of this service is to make government more responsive to citizens by providing answers to their requests for information and materials or referring them to the appropriate source.

**State Info Line**  
**1-800-45-STATE**

*For further information, contact:*

IGC South, Rm. W160  
402 W. Washington St.  
Indianapolis, IN 46204  
<http://www.ai.org/sic>

## **Indiana Rural Development Council**

The Indiana Rural Development Council assists Hoosiers who live and work in rural communities with housing, communication, and environmental problems. The Housing Task Force seeks to increase the supply of housing for working families in rural communities. The Telecommunications Task Force assists communities in networking into the Internet. Access to the Internet can help rural communities grow and achieve success by connecting them to a wide range of information resources. Through this effort they can access other businesses and learn more about cutting edge farming methods. The Environmental Infrastructure Working Group is a collaboration of many other agencies that allows rural communities, along with small towns, to discuss all funding options for a wastewater project.

*For further information, contact:*

150 W. Market St.  
ISTA Center, Suite 414  
Indianapolis, IN 46204  
(317) 232-8776  
<http://www.ai.org/irdc>

## **Indiana Department of Environmental Management**

The Department of Environmental Management handles issues and questions relating to the environment, including air quality, land quality, water quality and pollution prevention. They also provide environmentally related permits or approvals for new businesses or expansion projects.

*For further information, contact:*

100 N. Senate  
P.O. Box 6015  
Indianapolis, IN 46206-6015  
(317) 232-8603 or 1-800-451-6027  
<http://www.ai.org/idem>

## **Indiana Housing Finance Authority (IHFA)**

The IHFA has helped more than 125,000 Hoosiers (about 2 percent of Indiana's population) find housing finance to rent or own from 1989-1996. The IHFA provides assistance in a fiscally responsible manner and is financially self-sufficient.

*For further information, contact:*

115 W. Washington St.  
Suite #1350, South Tower  
Indianapolis, IN 46204  
1-800-872-0371  
E-mail: [davidoff@inetdirect.net](mailto:davidoff@inetdirect.net)  
<http://www.ai.org/ihfa>

## Indiana Department of Revenue

The Department of Revenue collects all Indiana taxes, including sales, income, and property taxes. It enforces compliance with all state tax laws. Specific information is available in the following areas:

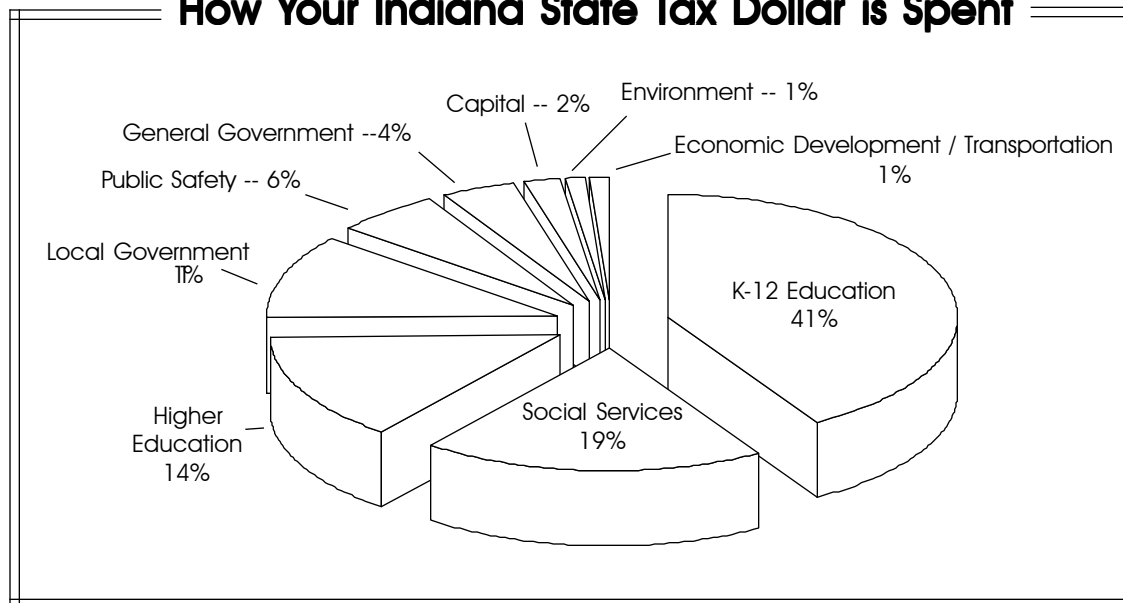
- How to Start a Business in Indiana
- Choosing the right individual income tax form to use
- Different ways to file taxes
- Where to send forms
- Military personnel: tax form questions
- Contacting the department by telephone
- Obtaining a certain tax form
- Obtaining refund information
- Finding out about enterprise zones
- Property taxes

*For further information, contact:*

IGC North, Rm N240  
100 N. Senate Ave.  
Indianapolis, IN 46204  
(317) 232-2348  
<http://www.ai.org/dor>

**Refund Information and  
Common Question Line  
(317) 233-4018**

### How Your Indiana State Tax Dollar is Spent



## Indiana State Police

The Indiana State Police patrols the highways and other major roadways in Indiana. They control traffic in the case of an accident or road construction, investigate crimes and solve problems that occur on Interstates, highways, and state roads. They also can assist local police if requested. The State Police notifies the public of the current road conditions during winter months.



## The Indiana Department of Veterans' Affairs

This agency helps veterans, service personnel and their dependents and survivors obtain any benefits given to veterans under the laws of the United States, the State of Indiana, or any other state or governmental agency by reason of the person's military service. There are county veteran's service offices in every county (except Marion County) which are staffed with personnel who can provide information and assist with the filing of claims at no charge. Contact the Indiana headquarters for your county office location and information on all veteran benefits.

*For further information, contact:*

IGC North, 3rd floor

100 N. Senate Ave.

Indianapolis, IN 46204

(317) 232-8200

E-mail: [dadams@isp.state.in.us](mailto:dadams@isp.state.in.us)

<http://www.ai.org/isp>

**For Winter Road  
Conditions call:  
1-800-261-7623**

*For further information, contact:*

IGC South, Rm. E120

302 W. Washington St.

Indianapolis, IN 46204

1-800-400-4520

<http://www.ai.org/veteran>

## Bureau of Motor Vehicles

The BMV provides the guidelines and testing for drivers of all types of moving vehicles. It is also responsible for licensing both vehicles and drivers. Cars, trucks, motorcycles and watercraft are among the types of vehicles that must be licensed and titled to the owner. This agency also distributes licence plates and handles yearly renewals. The BMV makes available public service brochures and videos.

*For further information, contact:*

IGC-North, Rm. 440N

100 N. Senate Ave.

Indianapolis, IN 46204

(317) 233-6000

<http://www.ai.org/bmv>

## Specialty license plates

### General

- Most Indiana colleges
- Kids First
- Environmental interest

### Military

- Air Force Reserve
- U.S. Army Reserve
- Indiana Guard Reserve
- Marine Reserve
- Naval Reserve
- Pearl Harbor Survivors Association (members only)
- Hoosier Veteran

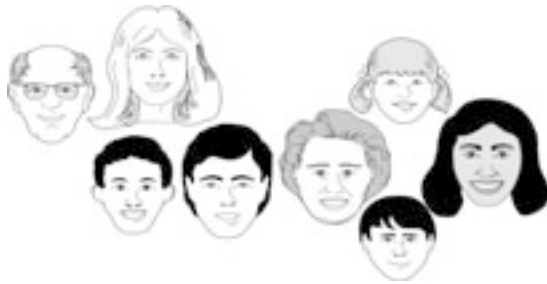
### Civic organizations

- Emergency Medical Services
- Fraternal Order of Police (members only)
- Freemasons (Grand Lodge of Indiana)
- Freemasons (Prince Hall Lodge)
- Indiana Black Expo
- Indiana Dancers Association
- Indiana Education
- Indiana Lions Trust Fund
- Indiana Literacy Foundation
- Indiana Shrine Association
- Indiana Volunteer Fireman's Association
- Indiana 4-H Foundation
- Indiana Children's Trust
- Indianapolis Motor Speedway/  
Hall of Fame Museum



## **Indiana Career Postsecondary Advancement Center**

The ICPAC informs, encourages and supports the people of Indiana in their quest for higher education and career development. The ICPAC provides information about all Indiana colleges, available financial aid and the future outlook of many occupations for high school students, college students and adults.



## **Family and Social Services Administration (FSSA)**

The FSSA helps families receiving public assistance focus on employment and personal responsibility. The administration provides information to families about available services in their communities. The FSSA documents the outcomes to help Indiana officials when they must make policy decisions. The FSSA also provides assistance to the elderly and the mentally challenged.

*For further information, contact:*  
2805 E.10th St.  
Bloomington, IN 47408  
1-800-992-2076  
<http://icpac.indiana.edu>

**Contact your State  
Representative for a copy  
of *Indiana Institutions of  
Higher Education*, a  
publication providing  
additional information  
about postsecondary  
educational opportunities.**

*For further information, contact:*  
IGC South, Rm. W461  
402 W. Washington St.  
Indianapolis, IN 46204  
1-800-545-7763  
<http://www.ai.org/fssa>

## Department of Correction

The Department of Correction protects the public by incarcerating those who have broken the law. The Department of Correction also prepares offenders for community release through education and job training programs. They must follow all national, state and local mandates in the treatment of all offenders.

*For further information, contact:*

IGC-South, Rm. E334

302 W. Washington St.

Indianapolis, IN 46204

(317) 232-5715

<http://www.ai.org/indcorrection>

### Cities with Correctional Centers

Edinburgh, Tell City, Albion, Pendleton,  
Henryville, Michigan City, Indianapolis,  
Madison, Medaryville, Greencastle,  
Plainfield, Rockville, South Bend,  
Carlisle, and Westville.

**Witness/Victim  
Helpline:  
1-800-447-5604**

## The Indiana Commission for Agriculture and Rural Development (ICARD)

The Indiana Commission for Agriculture and Rural Development advises the Governor, Lieutenant Governor, and the state legislature on issues regarding public and private agricultural programs, legislation, and education. It also strives to increase the value of agricultural products exported from Indiana and the market share of Indiana commodities by using input from various commodity groups to evaluate regulations which impact agriculture in the state.

*For further information, contact:*

150 W. Market St.

Indianapolis, IN 46204

(317) 232-8770

<http://www.ai.org/icard>

## **Indiana Gaming Commission**

The Indiana Gaming Commission licenses and regulates riverboat gambling in Indiana. The commission also promotes the integrity of gaming by ensuring that the riverboats are in compliance with applicable statutes, rules and regulations.

*For further information, contact:*

IGC North, Rm N180  
100 N. Senate Ave.  
Indianapolis, IN 46204  
(317) 233-0046  
<http://www.ai.org/gaming>

### **Indiana Cities with Riverboats**

- Evansville
- Gary
- Lawrenceburg
- Rising Sun
- Hammond
- East Chicago
- Michigan City

## **The Indiana Office of the Utility Consumer Counselor**

This office promotes reliable and satisfactory utility service at the lowest cost possible for Hoosiers. Benefits from the Utility Consumer Counselor can be felt by anyone who turns on a light, picks up a phone or uses gas or water. Their attorneys, accountants, engineers, economists, and financial analysts work on behalf of Indiana consumers. The Utility Consumer Counselor provides information concerning many programs available in Indiana, such as the NIPSCO (Northern Indiana Public Service Company) Choice Program.

*For further information, contact:*

IGC North, Rm. N501  
100 N. Senate Ave.  
Indianapolis, IN 46204  
(317) 232-2494  
<http://www.ai.org/oucc>

## The Lottery Commission

Since the Hoosier Lottery began in 1989, the state has earned over \$1.2 billion in profit. There are more than 250 new millionaires in Indiana because of the Hoosier Lotto. The Indiana General Assembly and the State Budget Committee decide how the state will spend the profit from the lottery.

*For further information, contact:*

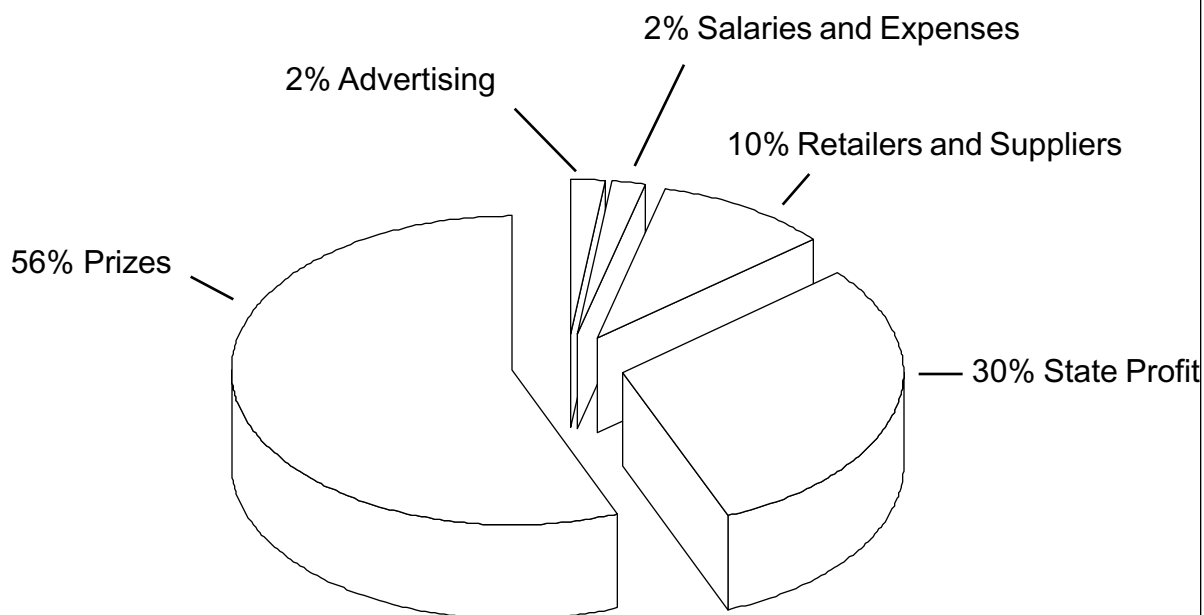
Customer Service: 1-800-95-LOTTO

Winning Numbers: 1-900-420-CASH  
(50 cents per minute)

<http://www.hoosierlottery.com>

E-mail: [hoslot01@ai.org](mailto:hoslot01@ai.org)

### Distribution of each Lottery Dollar



## Department of Commerce

The Department of Commerce is divided into two divisions: the Division of Tourism and the Division of Business Development.

The Division of Tourism promotes Indiana as an ideal spot for vacationers from all over the country. It offers guidance in areas such as lodging and specific suggestions on what to visit in the state. This division also has a complete listing of all Indiana fairs and festivals. Information from the Division of Tourism is available to everyone and could be very useful in planning anything from a family vacation to a weekend getaway.

The Division of Business Development encourages companies to establish their business in Indiana. In return, the companies create new jobs for Hoosiers.

*For further information, contact:*

Department of Commerce

One North Capitol

Indianapolis, IN 46204

(317) 232-8800

<http://www.ai.org/doc>

**Indiana Tourism  
Info Line  
1-800-291-8844**

## Indiana Civil Rights Commission

The ICRC protects all individuals from being discriminated against in the areas of housing and employment. The agency also protects the disabled from being discriminated against in the workplace. Immediately contact the ICRC if you believe you may have ever been discriminated against in any of these areas. The ICRC assists with the filing of complaints, investigates situations, and finally makes rulings and awards damages.

*For further information, contact:*

100 N. Senate Ave. Rm. N103

Indianapolis, IN 46204

1-800-628-2902

<http://www.ai.org/icrc>

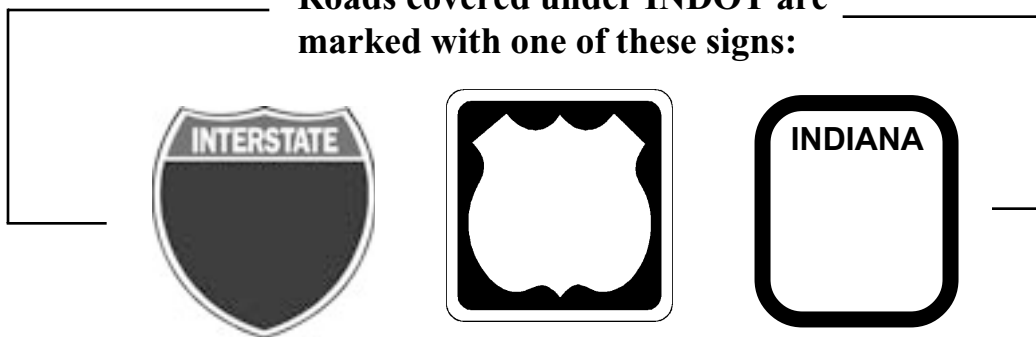
## Indiana Department of Transportation (INDOT)

INDOT has jurisdiction over State Highways, Interstates, and U.S. Routes, including their adjacent overpasses and ramps. Its responsibilities include traffic control devices such as signs and traffic signals as well as construction and maintenance operations (e.g. snow removal and pothole patching). INDOT does not repair any city or county streets.

*For further information, contact:*

IGC North, Rm 775  
100 N. Senate Ave.  
Indianapolis, IN 46204  
(317) 232-5533  
<http://www.ai.org/dot>

**Roads covered under INDOT are  
marked with one of these signs:**



## Indiana State Department of Personnel

The Department of Personnel attracts, retains and motivates state employees. This department works with other state agencies to maintain a qualified and diverse pool of applicants. It also provides high-quality professional training for all state employees. The Job Bank is a weekly compilation of jobs available in various Indiana state agencies. Information can be obtained on the Department of Personnel's webpage or by calling the office during office hours, 7AM-5PM, Monday through Friday.

*For further information, contact:*

IGC-South, Rm. W161  
302 W. Washington St.  
Indianapolis, IN 46204  
(317) 233-3777  
<http://www.ai.org/jobs>



## Common Problems with the Best Initial Contact

► **Problem** ————— ► **Contact first** ————— ► **Phone number**

There is a missing stop sign in your neighborhood.	Your city or town hall	Varies by location
A traffic signal on a city or county road is broken.	Your city or town hall	Varies by location
There is an arrest warrant out for someone you know.	Local Police	911
There is a problem with your trash pick-up.	Your city or town hall	Varies by location
You witness or suspect drug activity.	Local Police	911
You need a building permit to do work on your property.	Your city or town hall	Varies by location
You need to register to vote.	Your county clerk's office or the Bureau of Motor Vehicles	Varies by location
There is a traffic light out on a state road, US route or Interstate.	Indiana Department of Transportation	(317) 232-5533
You suspect someone of abusing a child.	Family and Social Services	1-800-545-7763
A business is not following all safety and labor laws.	Department of Labor	(317) 232-2655
You need assistance finding affordable housing.	Indiana Housing Finance Authority	1-800-872-0371
You sell any type of vehicle you own and need to transfer the title out of your name.	Bureau of Motor Vehicles	Varies by location
You believe that you were a victim of discrimination.	Civil Rights Commission	1-800-628-2902
The registration for your car needs to be updated.	Bureau of Motor Vehicles	Varies by location
Your Social Security check is late.	Social Security Administration	1-800-772-1213
It's October and your federal tax refund hasn't arrived.	Internal Revenue Service	1-703-487-4608
You are not receiving your mail.	Your local U.S. Post Office	Varies by location